



March 15, 2022

Board of Public Works and Safety
City of Lafayette
20 North 6th Street
Lafayette, IN 47901

Dear Board Members:

You have before you an amendment to the existing contract for architectural design services with Keystone Architecture, Inc., a Cordogan Clark company, for the restroom project in Columbian Park. This amendment will allow Keystone Architecture to provide services for the City to rebid the scope of work identified as Alternate #1 and was not incorporated into the contract that was executed with H.P. Legacy. Alternate #1 consisted of the sidewalks around the new restroom building.

The original contract from Keystone Architecture was in the amount of \$23,500.00. This amendment calls for Keystone Architecture, Inc. to provide services on an hourly basis with a guaranteed maximum price of \$2,800.00. Work will begin on March 15, 2022 and anticipated completion of the project will be early summer.

This contract has been reviewed by the City Attorney and I recommend it for your approval.

Sincerely,

A handwritten signature in black ink that reads "Claudine Laufman". The signature is written in a cursive, flowing style.

Claudine Laufman
Superintendent
Lafayette Parks and Recreation

March 08, 2022

Ms. Claudine Laufman
Superintendent of Parks
Lafayette Parks and Recreation
1915 Scott Street
Lafayette, Indiana 47904

RE: Columbian Park Restrooms – Professional Services Contract Amendment

Dear Claudine,

This letter is to serve as an amendment to the contract dated February 05, 2021, for the Columbian Park Restrooms. The purpose of this amendment is to provide professional services associated with rebidding the scope of work identified as Alternate 01 in the Bid Documents for this project, which generally includes sidewalks and associated sitework to connect the new Restroom Building to the existing Columbian Park network of sidewalks and circulation paths. The City elected not to incorporate this alternate work into the construction contract that was executed with H.P. Legacy in August of 2021. However, it is now desired to do a new public procurement process to allow this work to be built under a separate construction contract. This work must be bid due to its construction value in compliance with Indiana laws for publicly funded projects.

The plan documents for this sitework were prepared by Fisher Engineering under a separate design agreement with the City. It is understood that Fisher Engineering will provide modifications to their previously prepared documents to make them suitable for rebidding under a separate agreement with the City. Keystone Architecture will provide additional documentation and administrative assistance to create a complete set of documents required to rebid this work, and provide applicable construction administration, in conjunction with Fisher Engineering. Keystone Architecture will provide these services on an hourly basis. For reference, we have included our current hourly rate chart as an attachment to this letter. Our understanding of the work required leads us to believe that an amount of \$2,800 will be sufficient to provide the requested professional services. We will not exceed that amount without written permission.

Should you have any further questions, please do not hesitate to ask. We thank you for the opportunity to continue work on this project.

Sincerely,



Justin Sorber
Architectural Vice President
Keystone Architecture

2022 HOURLY RATE SCHEDULE

Architect, Vice President	\$175
Architect/Project Manager	\$150
Architectural Designer	\$110
MEP Engineer	\$170
MEP Designer	\$125
MEP Tech	\$95
Principal Structural	\$190
Senior Structural	\$150
Structural Engineer	\$115
Structural Technician	\$105
Senior Interior Designer	\$150
Intermediate Interior Designer	\$100
Administrative	\$70
Intern	\$75

- The above rates include all employees' wages, payroll burdens, overhead and profit for hours expended by the project staff.
- The client will be billed only for time actually spent on project as recorded on each employee's time sheets. For travel time, hourly rates will be charged ONE-WAY for time spent in travel during regular office hours.
- Where overtime is requested by the client, a mutually agreed allowance may be made for the direct premium cost for this overtime.
- Invoices for professional services and any reimbursable expenses will be rendered on a progress basis.
- In cases where a project has the potential to be ongoing for more than 12 months, Keystone Architecture, Inc. and its consultants have the right to a mutually agreed upon increase to the Hourly Rate Schedule due to inflation and/or additional cost of goods and services on an annual basis.

Reimbursable Expenses

The following expense items are reimbursable to Keystone Architecture Inc. when directly related to the work.

1. Mileage - \$0.585/mile for work related driving.
2. Travel – actual cost of airline tickets, car rental, hotel rooms (if overnight), and meals.
3. Printing – actual cost of printing and reproducing drawings and manuals.
4. Postage – actual cost for mailing or overnighting documents.